

MISSISSIPPI AIR NATIONAL GUARD

MILITARY POSITION ANNOUNCEMENT

Air Active Guard/Reserve (AGR)

(Restricted)

OPENING DATE: 3 December 2014

ANNOUNCEMENT NO: 15-1201res

CLOSING DATE: 17 December 2014

POSITION TITLE: Supervisory Health Systems
Specialist

MINIMUM GRADE: MSgt/E7

MAXIMUM GRADE: SMSgt/E8

LOCATION OF POSITION: 172 AW, Flowood, MS

MILITARY ASSIGNMENT REQUIREMENT: Enlisted

REQUIRED AFSC: 4A0X1

Restricted to permanent on board AGRs of the 172 Airlift Wing.

Promotion to Senior Master Sergeant is contingent upon availability of control grades.

GENERAL:

This position serves as the full-time Health Systems Specialist for the installation, geographically separated units GSU(s), and tenant units, with responsibility for managing all medical administrative functions including medical support, medical operations, force health management and related medical applications.

DUTIES AND RESPONSIBILITIES: (Not all inclusive, will be fully explained during interview)

Manages Health Services activities, including plans and operations, human resource management, and Medical staffing. Oversees medical facility management. Serves as the senior medical administration advisor for the medical group and is the installation's focal point for highly sensitive, privacy act and protected medical issues. Operates as a partner with the Medical Group Commander, Senior Management Staff, Squadron, Geographically Separated Unit's (GSU(s) Commanders, tenant unit commanders, and State Headquarters in planning, implementing, and executing the medical programs directly associated with the objectives of the Wing Commander, Medical Group Commander and the Air National Guard (ANG) Medical Service. Ensures accomplishment of federal military and state supported medical missions. Responsible for maintaining compliance with all regulatory and legal force health management requirements; plans, organizes, and implements Wing/Base programs, policies, and procedures; supervises assigned full-time employees including Public Health Technician(s) and Health System Technician(s). Provides medical management and advisory services that contribute substantially to the plans, policies, decisions, and objectives of senior management. Provides policy guidance and interpretation to senior management officials to ensure compliance with medical aspects for the worldwide deployability of Wing/Group personnel, geographically separated units (GSU(s), and tenant units. Determines eligibility, authorizes and coordinates civilian and military medical care for Active Guard Reserve (AGR) personnel and other eligible beneficiaries in accordance with directives and local policies. Interprets regulations and assists in their implementation for the installation to ensure compliance with Health Services Inspections (HSI), Occupational Health and Safety Administration requirements (OSHA), Food and Drug Administration (FDA), and Environmental Safety and Occupational Health Compliance Assessment and Management Program (ESOHCAMP). Gives advice, counsel, or instruction to employees on both work and administrative matters; interviews candidates for positions in the unit; recommends appointments, promotions, or reassignments to such positions; hears and resolves complaints from employees, referring group grievances and more serious unresolved complaints to a higher level supervisor or manager. Performs other duties as assigned.

APPLICATION INSTRUCTIONS: All applications must be submitted to Military Department, State of Mississippi, ATTN: JFH-MS-HRM, P O Box 5027, Jackson, MS 39296-5027, if using United States Postal Service (USPS).

If ground delivery is used (UPS or FEDEX), submit to Military Department, State of Mississippi, ATTN: JFH-MS-HRM, 1410 Riverside Drive, Jackson, MS 39202-1237.

Applications must be received by the Human Resources Office no later than 1630 hours on closing date. Government postage paid envelopes or facsimile machines will not be used to submit applications.

Applicants must submit the following forms:

1. NGB Form 34-1, Application for Active Guard/Reserve (AGR) Position, signed and dated.
2. Copy of the most recent AF Form 422, Physical Profile Serial Report. Also submit an AF Form 469, Duty Limiting Condition Report, if currently on a temporary physical profile.
3. ANG Fitness Assessment Results.
4. RIP - Report Individual Personnel.

NOTE: Point of contact for additional information is CMSgt Miller, commercial (601) 313-6195 or DSN 293-6195. Individuals who do not meet the minimum qualifications will not be considered.

SUPPLEMENTAL PREREQUISITES:

1. Must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, Medical Examination and Standards. They must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and an HIV test must be completed not more than six months prior to the start date of the AGR tour. Must have physical exam approved by State Air Surgeon prior to entry into the AGR program.
2. Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program. For members with a documented DLC which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.
3. Military grade will not exceed the maximum military duty grade authorized on the UMDG for the position.
4. Eligibility/Mandatory requirements for this AFSC are located in the current Air Force Enlisted Classification Directory (AFECD).

EQUAL OPPORTUNITY: The Mississippi National Guard is an Equal Opportunity Employer. Assignment will be made without discrimination for any reason such as race, color, religion, sex, national origin, politics, or marital status.